

***Design Review Board
April 14, 2010***

MINUTES OF A REGULAR MEETING OF THE DESIGN REVIEW BOARD OF THE TOWN OF CLARKDALE HELD ON WEDNESDAY, APRIL 14, 2010, AT 6:00 P.M. IN THE CLARK MEMORIAL LIBRARY, 39 N. NINTH STREET, CLARKDALE, AZ.

A **Regular Meeting** of the Design Review Board of the Town of Clarkdale was held on Wednesday, April 14, 2010, at 6:00 p.m. in the Clark Memorial Library, 39 N. Ninth Street, Clarkdale, AZ.

BOARD MEMBERS:

Chairperson	Marsha Foutz	Present
Vice Chair	Elaine Sakelarios	Present
Board Members	Michelle Hayman	Absent
	Robyn Prud'homme-Bauer	Present
	Charles Scully	Absent

STAFF:

GIS/Planner	Guss Espolt
Administrative Assistant	Vicki McReynolds

Others In Attendance: Kim Talbot-applicant for Salsa De Border, LLC.

AGENDA ITEM: CALL TO ORDER: The Chairperson called the meeting to order at 6:10 p.m.

AGENDA ITEM: ROLL CALL: The Administrative Assistant called roll.

AGENDA ITEM: MINUTES: Consideration of the **Regular Meeting Minutes of March 10, 2010.** Board Member Prud'homme-Bauer **motioned to approve the Regular Meeting Minutes of March 10, 2010.** Chairperson Foutz **seconded the motion.** **The motion passed unanimously.**

AGENDA ITEM: REPORTS:

Chairperson's Report: The Chairperson reported the main frame for the sign request from "Copper Mountain Apartments" at 89-A and Lisa is up.

Staff Report:

Staff shared with the Board Members the Allred sign on 89-A has been taken down.

Staff reported the Community Development Department received a Conditional Use Permit request for a mobile home sales facility at the old Allred lot on 89-A. Recently, a mobile home had been moved onto the lot and was being reconditioned. Staff contacted the owner to inform him that mobile home sales at the site required a Conditional Use Permit. He will be going to the Planning Commission in May and to the Town Council the first meeting in June with the Conditional Use Permit request.

Staff suggested at the next Design Review Board's regular meeting on May 12th, the Community Way Finding Signs Presentation be viewed. This will give Board Member Scully time to prepare it.

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Staff handed out a memo from the Community Development Department regarding their monthly packets. The Board Members will decide if they want their packet information emailed to them or pick them up at Community Development or the Library when they are ready. Packets had been delivered to their door for the past several years. This change will take place in May, 2010.

AGENDA ITEM: PUBLIC COMMENT: The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit his or her comment to FIVE minutes. **There was no public comment.**

NEW BUSINESS:

AGENDA ITEM: CONSIDERATION & POSSIBLE ACTION: DRB-090262, Kim Talbot-Salsa De Border, LLC, 9 South 10th Street, sign request.

STAFF REPORT:

Background:

Mr. Kim Talbot has submitted an application for Design Review for window lettering to be placed on 9 South 10th Street, Salsa De Border. The window lettering will be hand painted on the inside of the window. The lettering will be white with a .25" black outline. The size of the lettering is 6" x 6 ½" as seen in **Exhibit A**.

The signage has to follow the sign code in the Zoning Code Chapter Seven 7-6 M.1 windows that states:

May cover up to one-half (1/2) the window area; square footage to be subtracted from allowable wall signage area.

Staff Comments:

In addressing the layout/design of the window signage for Salsa De Border, Design Review Board may approve the signage submitted, conditionally approve with stipulations, or disapprove the application as filed.

Staff Recommendations:

Staff recommends the signage of Salsa De Border be approved as presented.

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APPLICANT PRESENTATION:

Mr. Kim Talbot, applicant for the Salsa De Border, LLC business stated when they first entered this venture, they were told they could put anything up they wanted regarding signage. They were recently notified they did need to come before the Design Review Board for this sign request.

Mr. Talbot stated the method of placement will be painted on the inside of the window with a black outline. There is a total of 32 letters with each letter being 6" x 6 ½" in size. He mentioned the chilli picture on their letterhead was their logo. (Staff did note that if applicant changed the chilli logo in the future, he would need to bring it before the Board).

The applicant tried to keep a clean, simple sign request for the best visibility on his window.

QUESTIONS TO APPLICANT / STAFF:

The following are responses to questions from the Board Members:

- There is no percentage of "white requirements" on the sign request.
- The business hours are posted.
- In Exhibit A-top picture: The Board Members suggested to possibly change the "DE" to "De" like it appears in the applicant's letterhead.
- In Exhibit A-bottom picture: The Board Members suggested the wording, "MADE DAILY" letters / spacing be moved closer together. This will be easier for people to read.
- The letters will not appear as white as presented when the project is complete.
- The applicant stated the letters could be done in a light yellow.
- The Board suggested outlining the letters in black and to play with the thickness to get the best contrast.

DISCUSSION:

The Board Members appreciated the applicant's presentation and exhibits. The suggestions the Board made to the applicant are to hopefully help his signage be the most visible it can be to succeed.

The Board mentioned to the applicant he may want to have his business open during the events the Chamber is sponsoring and gave him the dates.

AGENDA ITEM: ACTION: Board Member Prud'homme-Bauer motioned to approve DRB-090262, Kim Talbot-Salsa De Border, LLC, 9 South 10th Street, sign request as presented. Vice Chairperson Sakelarios seconded the motion. The motion passed unanimously.

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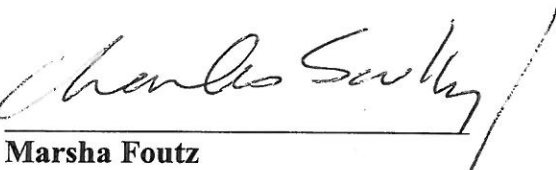
AGENDA ITEM: FUTURE AGENDA ITEMS:

-Community Way Finding Signs Presentation-by Board Member Scully-May 12, 2010, regular meeting.

AGENDA ITEM: ADJOURNMENT: Board Member Prud'homme-Bauer motioned to adjourn the meeting. Vice Chairperson Sakelarios seconded the motion. The motion passed unanimously. The meeting adjourned at 7:05 p.m.

APPROVED BY:

SUBMITTED BY:



Marsha Foutz
Chairperson



Vicki McReynolds
Administrative Assistant II